



DEPARTMENT OF THE NAVY

NAVAL FACILITIES ENGINEERING COMMAND  
200 STOVALL STREET  
ALEXANDRIA, VA 22332 2300

IN REPLY REFER TO

Ser 111D/97-77  
21 July 1997

From: Commander, Naval Facilities Engineering Command

Subj: NAVFAC/NAVSUP MEMORANDUM OF AGREEMENT (40-97)

Ref: (a) CNO msg R082326Z Jan 97  
(b) OPNAVINST 4860.7B, Navy Commercial Activities (CA)  
Program dtd 18 Mar 86  
(c) Revised OMB Circular A-76 dtd 27 Mar 96

Encl: (1) List of NAVFAC functions  
(2) Commercial Activity (CA) function codes and  
definitions for NAVFAC functions

1. The purpose of this letter is to provide clarification to the May 1997 NAVFAC/NAVSUP Memorandum of Agreement (MOA) relative to Command contracting responsibility for studies subject to the Office of Management and Budget (OMB) A-76 circular. The intent of the May 1997 MOA was not to change the established 1979 MOA, but to update the list of functions to include those not previously performed by either command.

2. When the 1997 MOA was developed, the outsourcing "targets" contained in reference (a) were used and listed as functions. This caused confusion since some of the outsourcing "targets" listed were not functions but a multitude of functions (i.e. public works) while other functions contained in the previous agreement were split up and moved. The confusion was further highlighted by the absence of Commercial Activity (CA) function codes as in the original agreement and in accordance with references (b) and (c).

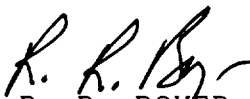
3. In order to provide clarification, the functions contained within those outsourcing "targets" have now been identified. Those functions, with their respective CA function codes, are now shown in enclosure (1). Enclosure (2) provides further definitions for those CA function Codes as published in references (a) - (c).

Subj: NAVFAC/NAVSUP MEMORANDUM OF AGREEMENT

4. Two new functions have been identified as NAVFAC's responsibilities, Environmental services (to include NAVFAC's Remedial Action Cleanup (RAC) and Comprehensive Long-term Environmental Action, Navy (CLEAN) contracts) and Other Weight Handling Equipment (to include the responsibilities of the Navy Crane Center for the procurement of WHE for all Navy shore activities). These functions do not have CA codes, but a request has been sent to OPNAV requesting that codes be assigned and included as part of the CA function codes.

5. Absent in the 1997 MOU were NAVFAC functions such as motor vehicle maintenance, base maintenance, and installation bus services. These functions have been added to the list. Note that the definition for the motor vehicle operations function includes services such as crane operations, construction equipment operation and motor pool operations.

6. Any questions regarding this clarification of the MOA can be directed to Ms. Angela Naill at (703) 325-9052 or A/V 221-9052. Her email address is [anaill@hq.navfac.navy.mil](mailto:anaill@hq.navfac.navy.mil).

  
R. R. BOYER  
By direction

Distribution:

COMPACNAVFACENGCOM (02)  
COMLANTNAVFACENGCOM (02)  
CO SOUTHWESTNAVFACENGCOM (02)  
CO SOUTHNAVFACENGCOM (02)  
CO NORTHNAVFACENGCOM (02)  
CO EFA CHESAPEAKE (02)  
CO EFA NW (02)  
CO EFA MIDWEST (02)  
CO EFA MED (02)  
CO EFA WEST (02)  
CO PWC JACKSONVILLE (200)  
CO PWC PEARL HARBOR (200)  
CO PWC GUAM (200)  
CO PWC GREAT LAKES (200)  
CO PWC NORFOLK (02)  
CO PWC PENSACOLA (200)  
CO PWC SAN DIEGO (200)  
CO PWC SAN FRANCISCO (200)  
CO PWC YOKOSUKA (200)  
CO PWC WASHINGTON (200)

PMR TEAM  
CO, CIVIL ENGINEER CORPS OFFICERS SCHOOL  
NAVAL FACILITIES CONTRACTS TRAINING CENTER  
NAVAL FACILITIES CONTRACT OFFICE, PORT HUENEME (27) .  
OOJ  
CODE 92

JULY 1997

NAVFAC

S718 Fire Prevention and Protection  
S724 Guard Services  
Z992 Blds and Struct - Not Fam Hsg  
Z993 Grounds and Surface Areas  
Z991 Blds and Struct - Fam Hsg  
S729 A/C and Refrigeration Plants  
T804 Architect-Engineering Services  
S725 Electrical Plants and Systems  
S726 Heating Plants and Systems  
S730 Other Services and Utilities  
S728 Sewage and Waste Plants and Systems  
S709 Custodial Services  
S712 Refuse Collection and Disposal Services  
S999 Other Installation Services  
S727 Water Plants and Systems  
J511 Special Equipment  
T809 Administrative Telephone Services  
S716 Motor Vehicle Operations  
S710 Pest Management  
S706 Installation Bus Services  
S717 Motor Vehicle Maintenance  
P100 Base Maintenance

Environmental Services

Other Weight Handling Equipment (Navy Crane Center)

Enclosure (1)

JULY 1997

## NAVFAC FUNCTIONS / CA CODE DEFINITIONS

**S718 Fire Prevention and Protection.** Includes CA's that operate and maintain fire protection and preventive services. Includes routine maintenance and repair of fire equipment and the installation of fire prevention equipment. (NOTE: Section 2465 of title 10, USC, prohibits those codes marked with an asterick (\*) from being converted to contract.)

S718A: **Fire Protection Engineering**

S718B: **Fire Station Administration**

S718C\* **Fire Prevention**

S718D\* **Fire Station Operations**

S718E\* **Crash and Rescue**

S718F\* **Structural Fire Suppression**

S718G: **Fire and Crash/Rescue Equipment Major Maintenance**

S718H: **Other Fire Prevention and Protection**

**S724: Guard Services.** Includes CA's engaged in physical security operations that provide for installation security and intransit protection of military property from loss or damage. (NOTE: Section 2465 of title 10 USC, prohibits those codes marked with an asterick (\*) from being converted to contract.)

S724A\* **Ingress and egress control**

S724B\* **Physical security patrols and posts**

S724C\* **Conventional arms, ammunition, and explosives security**

S724D: **Animal control**

S724E: **Visitor information services**

S724F: **Vehicle impoundment**

S724G: **Registration functions**

S724S\* **Other guard services**

**S710: Pest Management.** Includes CA's that provide control measures directed against fungi, insects, rodents, and other pests.

**Z992: Buildings and Structures - Not Family Housing.** Includes CA's that are engaged in exterior and interior painting and glazing; roofing, interior plumbing; interior electric; interior heating equipment; including heat sources with less than 750,000 BTU capacity; installed food service and related equipment; air conditioning and refrigeration with less than a 5-ton capacity; elevators; and other equipment affixed as part of the building and not reported under other functional codes. Includes fencing, flagpoles, guard and watchtowers, grease racks, unattached loading ramps, training facilities other

Enclosure (2)

than buildings, monuments, grandstands and bleachers, elevated garbage racks, and other miscellaneous structures.

- **Z992A: Rehabilitation - Tenant Change**
- **Z992B: Roofing**
- **Z992C: Glazing**
- **Z992D: Tiling**
- **Z992E: Exterior Painting**
- **Z992F: Interior Painting**
- **Z992G: Flooring**
- **Z992H: Screens, Blinds, etc.**
- **Z992I: Appliance Repair**
- **Z992J: Electrical Repair.** Includes elevators, escalators, and moving walkways
- **Z992K: Plumbing**
- **Z992L: Heating Maintenance**
- **Z992M: Air Conditioning Maintenance**
- **Z992N: Emergency/Service Work**
- **Z992T: Other Work**

**Z993: Grounds and Surfaced Areas.** CA's that maintain, repair, and alter grounds and surfaced areas defined in codes Z993A, Z993B, and Z993C, below.

- **Z993A: Grounds (Improved).** Includes improved grounds, including lawns, drill fields, parade grounds, athletic and recreational facilities, cemeteries, other ground areas, landscape and windbreak plants, and accessory drainage systems.
- **Z993B: Grounds (Other than Improved).** Small arms ranges, antenna fields, drop zones, and firebreaks. Also included are grounds such as wildlife conservation areas, maneuver areas, artillery ranges, safety and security zones, desert, swamps, and similar areas.
- **Z993C: Surfaced Areas.** Includes airfield pavement, roads, walks, parking and open storage areas, traffic signs and markings, storm sewers, culverts, ditches, and bridges. Includes sweeping and snow removal from streets and airfields.

**Z991L: Building and Structures - Family Housing.** Includes CA's that are engaged in exterior and interior painting and glazing; roofing; interior plumbing; interior electric; interior heating equipment, including heat source under 750,000 BTU capacity; installed food service and related equipment; air conditioning and refrigeration with less than a 5-ton capacity; elevators; and other equipment affixed as part of the building and not included in other activities. Includes fencing, flagpoles, and other miscellaneous structures associated with family housing.

- **Z991A: Rehabilitation - Tenant change**
- **Z991B: Roofing**

- Z991C: **Glazing**
- Z991D: **Tiling**
- Z991E: **Exterior Painting**
- Z991F: **Interior Painting**
- Z991G: **Flooring**
- Z991H: **Screens/Blinds**
- Z991I: **Appliance Repair**
- Z991J: **Electrical Repair**. Includes elevators, escalators, and moving walks
- Z991K: **Plumbing**
- Z991L: **Heating Maintenance**
- Z991M: **Air Conditioning Maintenance**
- Z991N: **Emergency/Service Work**
- Z991T: **Other Work**

S729: **Air Conditioning and Refrigeration Plants**. Includes CA's that operate, maintain, and repair Government-owned air conditioning and refrigeration plants whose capacity is greater than 5 tons. Codes Z991 or Z992 shall be used for plants with less than a 5-ton capacity, as applicable.

T804: **Architect-Engineering Services**. Includes CA's that provide architect-engineer services. Excludes engineering and technical services reported in functional area T813, Engineering and Technical Services, and those required under title 40, USC (reference (s)).

S725: **Electrical Plants and Systems**. Includes CA's that operate, maintain, and repair Government-owned electrical plants and systems.

S726: **Heating Plants and Systems**. Includes CA's that operate, maintain, and repair Government-owned heating plants and systems that have a capacity greater than 750,000 BTUs. Codes Z991 and Z992 shall be used for systems that have a capacity of less than 750,000 BTUs, as applicable.

S730: **Other Services or Utilities**. Includes CA's that operate, maintain, and repair other Government-owned services or utilities.

S728: **Sewage and Waste Plants and Systems**. Includes CA's that operate, maintain, and repair Government-owned sewage and waste plants and systems.

S709: **Custodial Services**. Includes CA's that provide janitorial and housekeeping services to maintain safe and sanitary conditions and preserve property.

S712: **Refuse Collection and Disposal Services**. Includes CA's that operate incinerators, sanitary fills, and regulated dumps, and perform all other approved refuse collection and disposal services.

S999: **Other Installation Services**. This code shall only be used for unusual circumstances and shall not be used to report organizations or work that can be accommodated under a specifically defined code.

S727: **Water Plants and Systems**. Include CA's that operate, maintain, and repair Government-owned sewage and waste plants and systems.

J511: **Special Equipment**. Construction equipment, weight lifting, power, and materiel handling equipment (MHE). K539

T809: **Administrative Telephone Service**. Includes CA's that operate and maintain the common-user, administrative telephone systems at DoD Installations and activities. Includes telephone operator services; range communication; emergency action consoles, and the cable distribution portion of a fire alarm, intrusion detection, emergency monitoring and control data, and similar systems that require use of a telephone system.

S716: **Motor Vehicle Operation**. Includes CA's that operate local administrative motor transportation services. Excludes installation bus services reported in functional area S706.

- S716A: **Taxi Service**
- S716B: **Bus Service** (unless in S706)
- S716C: **Motor Pool Operation**
- S716D: **Crane Operation** (includes rigging; excludes those listed in T800G)
- S716E: **Heavy Truck Operation**
- S716F: **Construction Equipment Operation**
- S716I: **Driver/Operator Licensing and Test**
- S716J: **Other Vehicle Operations** (Light Truck/Auto)
- S716K: **Fuel Truck Operations**
- S716M: **Tow Truck Operations**

P100: **Base Maintenance/multifunction Contracts**. Includes all umbrella-type contracts where the contractor performs more than one function at one or more installations. (Specific functions shall be identified as nonadditive entries in the CAMIS database.)

S717: **Motor Vehicle Maintenance**. Includes CA's to maintain automotive equipment, such as support and administrative vehicles. Includes electronic and communications equipment that are an integral part of the vehicle.

- S717A: **Upholstery Maintenance and Repair**
- S717B: **Glass Replacement and Window Repair**
- S717C: **Body Repair and Painting**
- S717D: **Accessory Overhaul**
- S717E: **General Repairs/Minor Maintenance**



- S717F: **Battery Maintenance and Repair**
- S717G: **Tire Maintenance and Repair**
- S717H: **Major Component Overhaul**
- S717I: **Material Handling Equipment Maintenance**
- S717J: **Crane Maintenance**
- S717K: **Construction Equipment Maintenance**
- S717L: **Frame and Wheel Alignment**
- S717M: **Other Motor Vehicle Maintenance**

**S706: Installation Bus Services.** Includes CA's that operate local, intrapost, and interpost scheduled bus services. Includes scheduled movement of personnel over regular routes by administrative motor vehicles to include taxi and dependent school bus services.

- S706A: **Scheduled Bus Services**
- S706B: **Unscheduled Bus Services**
- S706C: **Dependent School Bus Services**
- S706D: **Other Bus Services**

NOTE: The following are functions which were not performed at the time of the 79 MOA but are now performed by FAC. Definition of these functions have been forwarded to OPNAV for assignment of CA Code and inclusion in DODINST and OPNAVINST on CA function codes.

**Other Weight Handling Equipment.** The Navy Crane Center procures WHE for all Navy shore activities to include gantry, portal, tower, hammerhead, wall, floating, and container cranes, derricks, air and hydraulic operated traveling cranes, and overhead electric traveling (OET) cranes with rated capacities of 20,000 pounds (category II cranes) or over. Includes all (regardless of rated capacity) OET cranes, jib cranes, monorail hoist systems, pillar cranes, and manually operated overhead traveling cranes used for the following purposes:

- (1) Handling hot metals
- (2) Handling fissionable materials and nuclear components
- (3) Handling explosives
- (4) Intended for "hazardous area application" as defined in the National Electric Code
- (5) Intended for precision handling (i.e., sustained speeds of 2 feet per minute or less).

**Sxxx: Environmental Services.**

• SxxxA: **CLEAN (Comprehensive, Long-Term, Environmental Action, Navy)**  
Includes those CA's that provide remedial investigation, feasibility studies, testing,

sampling, surveying and design that lead to actual site remediation. Brooks Act selection is required.

- SxxxB: RAC (Remedial Action). Includes those CA's that provide remedial actions such as decontamination, underground storage tank closure, emergency response action, treatability studies, facility operation, maintenance and instruction and other related activities associated with returning sites to safe and acceptable levels of contamination. Traditional and innovative methodologies used: neutralization, soil washing, bioremediation, carbon absorption, solvent extraction, etc.